

BLEASBY PARISH COUNCIL

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Minutes of Meeting of Bleasby Parish Council held on Monday 8 November 2021 at 7.30 pm in Bleasby Village Hall

Present: Cllrs: S Andersen (Chairman), M Coombs, J Dunseath, A McCormick, S Roscoe, R Wallin, N Winn

Also in attendance: Clerk A Pallett, District Cllr R Blaney, County Cllr S Saddington and 2 members of the public

- 2021- 0184 Welcome
Chairman opened the meeting and advised the meeting would be recorded for the purposes of the minutes.
- 2021-0185 Apologies
None
- 2021-0186 Declarations of Interest
None
- 2021-0187 Public Participation
A member of the public brought up the fact that members of the public have put up lamppost poppies. This will be put onto a future PC agenda. The PC offered their thanks. Member of the public has been involved in a teams meeting with NCC regarding drainage, he reported back from that meeting. The Clerk requested a copy of the NCC report from the member of the public.
- 2021-0188 Minutes
Council approved and signed the minutes of the meeting held on 11 October 2021 as a true and accurate record
Proposed Cllr Andersen Seconded Cllr McCormick
All in favour
- 2021-0189 To receive reports from Nottinghamshire County Councillor and Newark and Sherwood District Councillor
DCllr Blaney joined the meeting following item 7a and was invited by the Chairman to give his report at that stage. Cllr Blaney mentioned that caravans that should have been removed from the caravan site on 1 November were still there. Cllr Blaney reported that there is currently a lot of misinformation around N&SDC's intention to fell 4 trees adjacent to the library in Newark. He informed the PC that N&SDC entered into a 25 year contract, in 2018, to lease an area of land for a car park extension, at a cost of £30k per annum for 23 of these years. At the end of the 25 years the car park would be handed back to the land owner. The income expected from the car park is potentially £150k per year. If the trees are not felled and the car park not developed N&SDC will still have to pay the £30k per year.
The PC asked Cllr Blaney if there was any news in respect of the proposed Sainsburys store. He replied that NCC highways had raised an objection to the current plans.
CCllr Saddington joined the meeting following item 8d and was invited by the Chairman to give her report at that stage. CCllr Saddington advised the PC that the former LIS has been relaunched as the Local Communities Fund. She reported that there is a meeting arranged with Network Rail on Monday 15 November 2021 which she will be attending. They are hoping to focus on positive actions as to what can be done if the

barriers get stuck. A telephone number to report barrier being stuck was suggested. Cllr Saddinton asked that the Clerk let her know the PC bank details in order that she can make her donation of £150 towards the Christmas Tree. **Action Clerk** Cllr Saddington advised that the best person to contact in respect of a speed indicator sign is Jo Horton. She asked to be copied into any email regarding this

2021-0190 Land and Assets

a. Glebe Field – Christmas

i. Cllr Coombs updated PC on Christmas tree. Delivery is expected 30 November 2021

ii. PC discussed various options for Christmas tree lights including the quotes sent out by Clerk. It was resolved not to have lights on the rooted 6ft tree, not to buy new lights for the 20ft tree this year and to use the lights the PC already have. Proposed Cllr Anderson

All in favour.

Clerk advised that the lights and timer for the tree would have to be PAT tested.

Action - Cllr Andersen to get the lights to Cllr Coombs the day after the meeting, who agreed to get the PAT testing done.

Clerk advised that the installation of the lights needs to be carried out by a competent, qualified person who has public liability insurance and has to be signed off by this person as safe. **Action – Cllr Coombs agreed he would organise this and supply the relevant paperwork to the Clerk.**

iii. Decorations – Cllr Coombs agreed to organise a star for the top of the Christmas tree.

iv. Risk Assessment – Cllr Coombs to let the Clerk have risk assessment in respect of Christmas tree.

b. Jubilee Ponds – dog control

Cllrs Dunseath and McCormick informed Council of an idea to hold a competition within the school to design signs in respect of dog fouling and litter prevention. The two top signs for each will be turned into permanent signs and used in the village. Council resolved to go ahead with this, in principle. Further details in respect of costs to be brought to future meeting by Cllrs Dunseath and McCormick.

Proposed Cllr Dunseath

Seconded Cllr McCormick

All in favour.

c. Commercial activity on Parish Council owned land (carried forward from October meeting). There was discussion around whether the PC should allow groups to use Parish Council land and whether a fee should be charged. It was felt there may be issues with parking. It was agreed any requests for this type of activity should be put in writing to the Clerk who would then bring this to a Council meeting who would decide on each case individually.

2021-0191 Planning

This item was brought forward by the Chairman in order to allow Cllr Coombs to take part in the discussion before he left the meeting.

a. New Applications- considered by the Parish Council

21/02311/HOUSE Salisbury House Station Road Bleasby NG14 7GH

Demolish conservatory. Erect 2 storey rear and side extension.

The Parish Council resolved to support this application.

Proposed Cllr Coombs

Seconded Cllr Andersen

All in favour

21/02179/FULThe Old Farm Main Street Bleasby NG14 7GH

Proposed re-use of outbuilding to form one bedroom dwelling and erection of new boundary wall and cart shed to serve the host dwelling

The Parish Council resolved to support this application.

Proposed Cllr Coombs

Seconded Cllr Andersen

All in favour

- b. Applications awaiting decision by Newark & Sherwood District Council/Notts CC/Planning Inspectorate
21/02001/HOUSE Holly Cottage, Gibsmere NG14 7FS
Proposed single storey rear extension with timber clad elements to existing property
21/02104/FUL Bramley Hedge Boat Lane Bleasby NG14 7FT. Replacement dwelling - noted
- c. Decisions – made by Newark & Sherwood District Council/Notts CC/Planning Inspectorate. None

2021/0192 Tree Working Group

- d. Ash tree outside Fellbrigg House.

This item was brought forward by the Chairman in order to allow Cllr Coombs to take part in the discussion before he left the meeting.

PC discussed the background of this item. The Clerk advised that the PC have no power to pay for this work to be carried out on behalf of a private individual for a tree on their property. Any such payment would be unlawful and could be considered to be a misuse of public funds. If at any stage it is shown that the tree is not on the property of a private individual then the owner of the land that the tree is on would be liable for any work that needed to be done.

Council resolved not to pay for any work on this tree.

Proposed Cllr Andersen

Seconded Cllr McCormick

All in favour

Cllr Coombs left the meeting after this item.

Cllr Saddington joined the meeting at this point and the Chairman invited her to give her report.

- a. Update
- b. Council agreed to discuss the avenue of trees while discussing the Orchard Close project
- c. Council agreed to discuss trees for Orchard Close while discussing the Orchard Close project.

2021-0192 Council discussed village signs

The costs of village signs were reported to be approx. £5500 each.

Council resolved not to purchase village signs due to the costs involved

Proposed Cllr Andersen

Seconded Cllr McCormick

2021-0193 Village Projects - Council discussed:-

- a. Orchard Close – Clerk advised that NCC have informed that the closing date for LIS funding has been extended to 31 March 2022. Clerk gave feedback on her recent conversation with VIA. Via have contacted NCC Business Development to find out what benches and planters they can provide, costs for same and costs for fitting. Still awaiting reply. Council agreed that they had previously decided to have miniature cherry trees in the planters at the end of Orchard Close. Cllr Roscoe to look at the options for benches and planters and bring details to next meeting for final decision to be made by full Council. Measurements can then be provided to via for them to carry out final site visit, if necessary, and give approval. **Action – Clerk to forward to Cllr**

Roscoe the information from Notts CC, once received, regarding what they can provide and the costs. Cllr Roscoe to bring options for benches and planters to next meeting for final decision by Council.

- b. Gypsy Lane – **Action - Clerk to obtain quote from Cllr Coombs for post and rail and to arrange for via to come to visit if necessary.**

2021-0194 Green Spaces Working Group Update

Cllr Dunseath reported to PC. The bird feeding station has now been installed. A quote has been obtained to cut grass in the Centenary Wood and to cut back blackthorn. Further quotes are to be obtained. Clerk advised that she has not had time to look into the proposed purchase of a lawn mower for the group.

2021-0195 Glebe Field Play Area Working Group Update

The results of the consultation have been received. **Action - Cllr Anderson to set up a further meeting of the working group.**

2021-0196 Events Group Update

The events group are considering a Christmas event and are asking for help with this. They are currently still reluctant to hold face to face meetings. **Action - Cllr Winn to speak to vicar regarding possibility of borrowing carol sheets for the Christmas event.**

2021-0197 Financial Matters

- a. Council approved payments listed on Payment Schedule 6 (attached separately)
Proposed Cllr Andersen
All in favour
- b. Council received and noted bank reconciliation and bank statement (attached separately) signed by Chairman.
- c. Council made suggestions to consider for Budget 2022-23
Purchase of 12 poppies. Christmas lights. Queens Jubilee. Speed signs. Repairs and maintenance for benches and planters etc. Dog signs. Grips.

2021-0198 **Council resolved** to add the new Clerk to the bank mandate as administrator NOT authoriser. Two signatories signed Account Management Form
Proposed Cllr McCormick
Seconded Cllr Dunseath

2021-0199 **Council resolved** to contribute £ 87.50 (one quarter of total fee) for CILCA training with NALC and £102.50 (one quarter of total fee) for CILCA qualification/registration fee to SLCC for CILCA for Clerk. (Other Parish Council employers to be asked to contribute pro rata)
Proposed Cllr Andersen
Seconded Cllr Dunseath
All in favour

2021-0200 **Council resolved** to pay the Clerk 50 hours towards the expected 200 hours required to carry out CILCA training over the next 12 months. To be paid quarterly. (Other Parish Council employers to be asked to contribute pro rata)
Proposed Cllr McCormick
Seconded Cllr Andersen
All in favour

2021-0201 **Council resolved** to contribute £36 (one quarter of total fee) to FILCA (Finance in Local Council (Administration) training for Clerk. (Other Parish Council employers to be asked to contribute pro rata)
Proposed Cllr Andersen
Seconded Cllr Dunseath
All in favour

- 2021-0202 Clerk reported that additional hours may have to be worked during the transition period in order to get up to speed with issues and find out background to items the Council are currently involved with. 9 extra hours have been worked in October. 439 emails were received during October.
Council resolved to pay additional hours to the new Clerk during the transition period. Additional hours will be reported each month, to Council, by the Clerk.
Proposed Cllr Andersen Seconded Cllr Winn
All in favour.
- 2021-0203 **Council resolved** to set up a Parish Council facebook page for passing on information only with no facility for comments.
Proposed Cllr McCormick Seconded Cllr Andersen
All in favour
Action Cllrs McCormick and Dunseath to look into setting this up.
- 2021-0204 Council discussed Councillor training as provided by Notts ALC. Councillors to check training they may need and costs and to be on agenda for next meeting for decision. (email sent out by Clerk with information)
- 2021-0206 Correspondence
Email from N&SDC Cllr Hate Crime Conference 30 Nov 2021 - noted
Email from NottsALC Environmental Permitting Regulations - noted
- 2021-0207 Council resolved to exclude public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2)
Proposed Cllr Andersen Seconded Cllr McCormick
All in favour
- 2021-0208 Staffing Item (Confidential report sent separately)
Council resolved to set Clerks salary at NJC Scale 17 with first increment to be 1 April 2022 and annually after that. Proposed Change to Employment Contract as per the Confidential Report in respect of annual leave approved.
Proposed Cllr Andersen Seconded Cllr Roscoe

Council discussed proposed change to paragraph 10.3.4 of employment contract as per Confidential Report and requested that the Clerk provide further information regarding this.
- 2021-0209 Agenda items for next meeting
`Lamppost poppies, speed sign, beech hedge on Borrowbread Lane, dykes/drainage.

Clerk advised Council that she is not available for the Parish Council meeting due to be held on Monday 10 January. Council agreed to change this to Monday 17 January.

Dates for PC meetings in 2021 13 December 2021
Distribution: Parish Councillors, Cllr S Saddington, Cllr R Blaney, Noticeboards, Website

Date of next meeting 13 December 2021

Meeting Closed 10:20pm

*I declare that the above is a true account of the meeting
(approved at the PC meeting held 13 December 2021)*

Signed

Date

Chair

Bleasby Parish Council